

TOWNSHIP OF WHITEWATER REGION
Council Meeting

Meeting Title: Regular Council Meeting Date: Wednesday January 21, 2015

Place: Municipal Council Chambers Start Time: 6:00 p.m.

REGULAR COUNCIL MEETING AGENDA

Any submissions received from the public, either orally or in writing may become part of the public record/package.

6:00 Public Meeting: Zoning by-law amendment, Part of Lot 3, Concession 1, W.M.L. Ross, 168 Snake River Line

1. **Call to Order**
2. **Prayer**
3. **Disclosure of Pecuniary Interest**
4. **Adoption of the Agenda**
5. **Adoption of the Minutes of the Last Meeting Dec. 17, 2014**
6. **Adoption of the Accounts**

7. **Delegation – 7:00pm 1. Barry Hohol – Cogeco update – fibre optics expansion in WWR**

8. **Departmental Reports – Treasurer, Public Works, Building Dept., Environmental Services, Fire Dept., Entrepreneurship Dev. Coordinator, CAO & Reeve**

9. **Council in Committee - Adoption of the Minutes of the Last Meeting Jan. 7, 2015**
 1. **Public Works (1 resolution)**
 2. **Environmental Services (1 resolution)**

10. **By-Laws**
 1. **15-01-763 rezoning – Lot 3, Con 1 WML Ross, 168 Snake River Line**
 2. **15-01-764 Development Agreement – Smith**
 3. **15-01-765 Remuneration of Council members**
 4. **15-01-766 Interim Tax**
 5. **15-01-767 Set Water & Sewage Service Rates**

11. **Correspondence**
 1. **Ministry of Energy Letter**
 2. **Ministry of Natural Resources and Forestry Letter**
 3. **Ministry of Municipal Affairs and Housing Letter**
 4. **Pembroke Regional Hospital Letter**
 5. **ORPC Letter (Ottawa River Power Corporation)**
 6. **Energy East Pipeline Letter**
 7. **Canada Post Letter**
 8. **AMO's 2015 Pre-Budget Submission Outline**
 9. **Municipal World Articles – Being Elected – What it's really all about Part 1 & 2**
 10. **MPMP Letter (Municipal Performance Measurement Program)**
 11. **CP Abandoned Rail Corridor Acquisition update**

12. **New/Unfinished Business**
 1. **OPP Billing – Pembroke request for resolution support**
 2. **Emergency Response Plan update**
 3. **Waterworks reserve – Country Haven**
 4. **Hwy 17/417 expansion**
 5. **Rogers Cell Tower Location request**
 6. **Recording or live-streaming Council and Committee meetings – discussion**
 7. **Glass Partition – discussion**
 8. **In-Service with staff – new Council Expectations**
 9. **Buy Local – Whitewater Purchase Procedure (Procurement Policy Amendment?)**
 10. **Councillor announcements**

13. **Notice of Motions for future agendas:**

14. **Closed Meeting – none scheduled**

15. **Confirmation By-Law 15-01-768**

16. **Adjournment**

REGULAR COUNCIL MEETING AGENDA

1. **Call to Order**

COUNCILLORS PRESENT: Mayor Hal Johnson, Reeve Terry Millar, Councillor Charlene Jackson, Councillor Dave Mackay, Councillor Daryl McLaughlin, Councillor Christopher Olmstead and Councillor Cathy Regier

STAFF PRESENT: Christine FitzSimons, Marsh Hawthorne, Hope Dillabough, Steven Hodson, Andrew Kenny, Bill Misener, Doug Schultz, Erica Rice and Danielle Howatson

2. **Prayer**
Prayer was recited.
3. **Disclosure of Pecuniary Interest**
None.
4. **Adoption of the Agenda**
Moved by Cathy Regier, Seconded by Dave Mackay
2015-3146 "Be it Resolved that the Council of the Township of Whitewater Region adopts the agenda for the Jan 21, 2015 meeting."

Carried by
Hal Johnson

PUBLIC MEETING WAS HELD AT 6:06pm

Public Meeting:

Moved by Cathy Regier, Seconded by Dave Mackay
2015-3147 "Be it Resolved that the Council for the Township of Whitewater Region Convene into a Public Meeting in connections with a Zoning By-Law Amendment, Part of Lot 3, Concession 1, W.M.L, Ross, 168 Snake River line."

Carried by
Hal Johnson

Moved by Dave Mackay, Seconded by Cathy Regier
2015-3148 "Be it Resolved that the Public Meeting of the Council of the Township of Whitewater Region be adjourned at 6:16 pm."

Carried by
Hal Johnson

REGULAR COUNCIL MEETING CONTINUED

5. **Adoption of the Minutes of the Last Meeting Dec. 17, 2014**
Moved by Dave Mackay, Seconded by Cathy Regier
2015-3149 "Be it Resolved that the Council of the Township of Whitewater Region adopts the minutes of Dec. 17, 2014 council meeting."

Carried by
Hal Johnson

6. **Adoption of the Accounts**
Treasurer/Deputy CAO discussed the General Purpose Accounts and the Water Fund Accounts for the period of November 29th to December 31, 2014.
Moved by Cathy Regier, Seconded by Dave Mackay
2015-3150 "Be it Resolved that the Council of the Township of Whitewater Region approve the attached schedule of the General Purpose Accounts in the amount of \$1,871,103.53 and Water Fund Accounts in the amount of \$13,140.21 for the period November 29th to December 31st, 2014 and that the above accounts be paid."

Carried by
Hal Johnson

7. **Delegation – 6:25pm 1. Barry Hohol – Cogeco update – fibre optics expansion in WWR**
Mr. Barry Hohol was in attendance at the meeting to discuss the fibre optic cable lines and the potential opportunities that it could bring. Mr. Hohol reports that he will be working with the Economic Development Groups of the area to bring high speed bandwidth with the view to enticing businesses to come to the area.

He confirms that the billboard signage that was approved by previous council has been finalized and one will be placed on Highway 17 and the other at Greenwood Road Industrial Park. Mr. Hohol will send proofs to be reviewed.

Mr. Hohol answered questions regarding the technology of the fibre optic cables, the benefits to local business due to the increase speed and he also explained how the line runs along the roadside and what it required to bring the high speed into homes.

8. Departmental Reports – Treasurer, Public Works, Building Dept., Environmental Services, Fire Dept., Entrepreneurship Dev. Coordinator, CAO & Reeve

WHITEWATER REGION DEPARTMENTAL REPORT

DEPARTMENT: Public Works Department

MONTHLY ACTIVITY: November & December 2014

In November, all trucks were prepared for winter activities, the culverts were cleared of beaver debris so that hopefully, in the spring, there are not a lot of flooding problems. The trucks were out sanding 4 times this month which is the same number of times they were out last year at this time.

Cold patching was on going trying to get all holes repaired before winter maintenance starts. There was a water main break on Truelove St. which was repaired by staff within 7 hours of it being ported. The winter stock pile of sand outside the dome at Mineview garage was completed

In December all Christmas lights were put up along the main streets in Beachburg and Cobden. Brushing was completed on Faught Rd, Eldon Rd, Cornerview Rd & Mineview Rd. The trucks were out sanding and plowing 10 times this month compared to the 21 times they were out last year at this time. Due to the lack of snow there was actually some cold patching completed. Snow removal was completed from all of the villages at least once this month.

WHITEWATER REGION DEPARTMENTAL REPORT

DEPARTMENT: TREASURER

MONTHLY ACTIVITY: January 2015

ONTARIO COMMUNITY INFRASTRUCTURE FUND (OCIF)

We have received the letter from the Ministry of Agriculture, Food and Rural Affairs advising us of our amount of funding from the OCIF formula based component that the Township of Whitewater Region will be receiving over the next 3 years in the amount \$54,858.00. Discussion on eligible projects will come to the Feb 4th committee meeting.

FEDERAL GAS TAX MONEY

We have now received the second instalment of the Federal Gas Tax Fund money for 2014 in the amount of \$100,200.21.

YEAR END AUDIT

MacKillican & Associates will conduct their year end audit during the period of Feb 23-27th, 2015.

SEMI-ANNUAL POLICE COSTING CREDIT

The Township of Whitewater Region received a credit in the amount of \$44,413 for the 2014 semi-annual police costing. This credit will be applied against the October 2014 police bill. I have attached a copy of the OPP costing summary for you information.

2015 ONTARIO MUNICIPAL PARTNERSHIP FUND (OMPF)

Attached is a copy of the 2015 OMPF allocation notice along with the cash flow notice. We will be receiving \$1,137,000 in quarterly instalments.

UNFINANCED PROJECT 2014

To date the unfinanced project on True Love Street has cost \$41,785.24. This will need to be addressed in the 2015 budget.

2015 BUDGET

Discussions have been begun with department heads to work on their 2015 budgets.

WHITEWATER REGION DEPARTMENTAL REPORT

DEPARTMENT: Building and By-law Enforcement Date: January 13, 2015

MONTHLY ACTIVITIES:

- We have been trying to complete and update the 2012 building files. We have sent out 30 letters to date.
- We have updated our building maintenance work completed for 2014. What we recommend in 2015 will be going to the next Public Works meeting for council's direction.
- We have issued two septic permits and one permit for the Library in December 2014. Construction value \$89,000.00.
- We have reviewed the JL Richards report in regards to the Wren Subdivision and we are setting up a meeting with JL Richards for some clarification.
- We have been working with residents on severances, minor variances, rezoning and building permit inquiries.

WHITEWATER REGION DEPARTMENTAL REPORT

DEPARTMENT: Environmental Services Department

MONTHLY ACTIVITY: January, 2015

Budget preparation is underway for the Department. Wastewater and Water are first.

The Department is beginning to address the Financial Plan update process for the Drinking Water Systems. This will go hand-in-hand with renewing the Drinking Water Licenses (June, 2015) for each system.

The Department is going to coordinate a training session for new Council on the Statutory Standard of Care (into effect January, 2013).

Curb-side Collection Tender documents are prepared and ready to advertise for both waste and recycling. Both current contracts expire at the end of March, 2015.

The Department has received small no-smoking signs from the Renfrew County Health Unit to post at all municipally owned ball-fields, outdoor rinks or playgrounds.

Steven Hodson, Environmental Services Manager

Entrepreneurship Development Coordinator Report

Regular Progress Report

Andrew Kenny

January 21, 2015 Council Meeting –Open Meeting

New Resident Welcome Package: On hold: Every real estate closing in WWR triggers a notice of a new resident or business; mailing package has been put on hold until Info Station is ready for public; The goal of the package is to assist new residents to find goods and services locally before they develop a pattern of travelling to make purchases.

Buy Local Contest: Complete, over 2300 suggestions for businesses and resources for Info Station, 688 businesses and resources in Whitewater Region, Contest winners: Brian Sullivan, Valli Handi Man won laptop with 153 suggestions; Jane Johnson won 48" TV in draw
Info Station Searchable Online Database: Delayed by technical issues; currently being tested. Local businesses are assisting with testing.

Website Management: on hold; extremely important component to attract new businesses; improvements planned but must wait; Brian is focused on Info Station; possible budget discussion

Website Tracking: set up in June; monitors how many visitors, what they are looking at, we could improve location indicator to give more precise location data;

Event to Promote Entrepreneur Programs: Planning; tentative date March 24; Starter Company Renting Westmeath Office space: ad placed in Whitewaternews.ca; showing space on Jan 21

Promotional Video: Planning; sourced 2 local video production businesses; video footage from summer activities have been recorded; the goal is to show the video to prospect businesses to attract them to the region; use on website, rinks, visitor centre, tourist destinations

Bring Them Home Program: Planning; goal is to attract business owners and professionals back to WWR where they have ties, program will target "Moms" who want to see their grandkids back in the area

World Kayak Freestyle Championship: Planning huge event to attract maximum visitors to region; opportunity to showcase WWR as a great place to move to and start a business. Trillium Fund denied; looking for sponsors
Cogeco Billboard Agreement: Very Close to final; Cogeco will pay rent for 2 billboards managed by WWR; rent paid up front to cover construction, installation and contingencies costs; #1 Industrial Park, #2 Hwy 17 Haley Station, goal is to attract businesses with enhanced broadband capabilities

Industrial Park: working with staff as team to prepare water system report for March;

Cell Phone Service before Worlds: extremely important to provide consistent modern communications to attract new business; awaiting response from MPP,MP

Enbridge Gas: Planned strategy to assist businesses in getting service efficiently and economically

Cogeco Broadband Service: see delegation on Jan 21

Funding: Kayla's Kids Hockey Program: withdrew from OSRCF program to give Beachburg Off Road Cycling Association improved chance of funding; plan to apply for RBC funding;

EODP Funding denied for Info Station – explanation requested, none given, resubmission possible
Sports Heritage Event: to be planned asap; suggestions? Unsure of goal

Support New Businesses:

Elements and Creations Flower and Gift Shop; Kim Jamieson; open house Feb 1

Funky Leggings; collaborating with E&C at open house

Whitewater Steel roofing and siding; announced in Ottawa Valley Business News

Green Wave Gardens: vegetables and cut flowers; Expansion; looking for small tractor

For details on any subject above contact: akenny@whitewaterregion.ca

MEMO

To: Council
From: CAO/Clerk
Subject: Election Report – Accessibility
Date: Jan 9, 2015

Council:

Section 12.1 (2) of the Municipal Election Act require that within 90 days after voting day in a regular election, the clerk shall submit a report to council about the identification, removal and prevention of barriers that affect electors and candidates with disabilities.

There were no barriers identified at either of the polling places in Westmeath and Cobden. Further, our advance poll of one week of telephone/internet voting allowed those with accessibility issues to vote from their home.

The one improvement that will be made of 2015, now that Deputy Clerk Dillabough has secured \$24,525 in funding from the Enabling Accessibility Fund, is to repave the parking lot at the Municipal Office in Cobden, eliminating the uneven pavement and the raised grate, which is a tripping hazard. We will also be installing an automatic accessible door to the building at the ground level from the parking lot.

CF

**Reeves Renfrew County Report
For the Month of December**

In the month of December I attended the inaugural meeting on the 16th, this was also attended by Mayor Johnson and our CAO Christine Fitzsimons, who I thank for their support. I was very proud to represent Whitewater Region at the County level and was introduced to many staff and fellow council members. I would also like to point out that I had previously toured the Pembroke administration office accompanied by former Reeve/Warden Dave Stewart who introduced me to the many support staff in the various departments. It was very informative. I thank Dave for his efforts and appreciate his support.

On the 17th I attended council orientation at Miramichi Lodge with the morning agenda dedicated to many overviews of procedures/policies and the roles of various departments. That afternoon we had a tour of the impressive long term care facility. We also toured the Provincial Offences Administration, Ontario Works, County Garage on Whitewater Road as well as a drive-by of various social housing facilities in Pembroke.

On the 18th we started our day at Bonnechere Manor in Renfrew with more training in the morning and a tour of the facility before we were bussed over to the Paramedic Base Station at Renfrew County Place. I am pleased to report that we are leaders and ahead of our time in regard to our Paramedic Services right here in Renfrew County. These people know what they are doing and we should all be proud of their efforts.

This concludes my first Reeve's Report of Renfrew County.

**Terry Millar
Reeve**

Moved by Dave Mackay, Seconded by Cathy Regier

2015-3151 "Be it Resolved that the Council of the Township of Whitewater Region receives and files departmental reports from Treasurer, Public Works, Building Dept., Environmental Services, Fire Dept., Entrepreneurship Development Coordinator, CAO & Reeve."

Carried by
Hal Johnson

9. Council in Committee - Adoption of the Minutes of the Last Meeting Jan. 7, 2015

Moved by Cathy Regier, Seconded by Dave Mackay

2015-3152 "Be it Resolved that the Council of the Township of Whitewater Region adopts the minutes of the Council in Committee meeting help Jan. 7, 2015."

1. Public Works

Moved by Terry Millar, Seconded by Cathy Regier

2015-3153 "Be it Resolved that the Public Works Committee of the Council of Whitewater Region recommends to Council that the Forest Operation Prescription, as prepared by the County Forester at the County of Renfrew, be followed and that "Area A: be harvested in 2015 for an approximate net revenue of \$11,600.00."

Carried by
Hal Johnson

2. Environmental Services (1 resolution)

Moved by Cathy Regier, Seconded by Dave Mackay

2015-3154 "Be it Resolved that the Environmental Services Committee of the Township of Whitewater Region recommends that Council direct the Environmental Services Manager to prepare and issue separate garbage and recycling contract tenders."

Carried by
Hal Johnson

10. By-Laws

1. 15-01-763 rezoning – Lot 3, Con 1 WML Ross, 168 Snake River Line
2. 15-01-764 Development Agreement – Smith
3. 15-01-765 Remuneration of Council members
4. 15-01-766 Interim Tax
5. 15-01-767 Set Water & Sewage Service Rating

Moved by Daryl

McLaughlin, Seconded by Cathy Regier
2015-3155 "Be it Resolved that the Council of the Township of Whitewater Region agrees to table by-law 15-01-765 and bring it to the Corporate Services Committee for discussion"

Carried by
Hal Johnson

Moved by Chris Olmstead, Seconded by Charlene Jackson

2015-3156 "Be it Resolved that Council of the Township of Whitewater Region approves that the following by-laws be introduced, read, dealt with, numbered, signed by the Mayor and Clerk and sealed and recorded in the By-law Book:

1. 15-01-763 rezoning – Lot 3, Con 1 WML Ross, 168 Snake River Line
2. 15-01-764 Development Agreement – Smith
3. ~~15-01-765 Remuneration of Council members – TABLED~~
4. 15-01-766 Interim Tax
5. 15-01-767 Set Water & Sewage Service Rates

Carried by
Hal Johnson

11. Correspondence

1. **Ministry of Energy Letter**
Receive as information
2. **Ministry of Natural Resources and Forestry Letter**
Receive as information
3. **Ministry of Municipal Affairs and Housing Letter**
Receive as information
4. **Pembroke Regional Hospital Letter**
Receive as information
5. **ORPC Letter (Ottawa River Power Corporation)**
Receive as information
6. **Energy East Pipeline Letter**
Receive as information
7. **Canada Post Letter**
Receive as information
8. **AMO's 2015 Pre-Budget Submission Outline**
Receive as information
9. **Municipal World Articles – Being Elected – What it's really all about Part 1 & 2**
Receive as information
10. **MPMP Letter (Municipal Performance Measurement Program)**
Receive as information
11. **CP Abandoned Rail Corridor Acquisition update**
Receive as information

Correspondence number 1-11 as listed above has been presented to council for discussion and review. It has been requested that Mayor Bob Sweet attend a regular council meeting to discuss the CP abandoned rail corridor acquisition. CAO FitzSimons was directed to contact Mayor Sweet to arrange for a convenient time to attend a regular council meeting to discuss the implications for the acquisition for Whitewater Region.

Moved by Chris Olmstead, Seconded by Charlene Jackson

2015-3156 "Be it Resolved that the Council of the Township of Whitewater Region receives & files correspondence 1-11."

Carried by
Hal Johnson

12. **New/Unfinished Business**

1. OPP Billing – Pembroke request for resolution support

Moved by Charlene Jackson, Seconded by Chris Olmstead

2015-3157 “ WHEREAS The Township of Whitewater Region is in receipt of the new OPP Billing model that received Cabinet approval on August 13, 2014 and will commence on January 1, 2015 to be phased in over five years;

AND WHEREAS the Province is currently responsible for policing costs associated with unorganized townships;

AND WHEREAS the Municipality of Killarney has passed a resolution requesting the Province implement a billing method for those properties located in unorganized townships;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Whitewater Region does hereby endorse the resolution passed by the Municipality of Killarney and the Town of Pembroke and requests the Province implement a billing method for those properties in the unorganized townships so those properties contribute to their fair share of policing costs.

AND FURTHER THAT a copy of this resolution be forwarded to the Premier of Ontario, the Minister of the Community of Safety and Correctional Services, the Ministry of Finance, AMO and MPP John Yakabuski.”

Carried by
Hal Johnson

2. Emergency Response Plan update

Discussion took place regarding the Emergency Response Plan update. Councillor Jackson highly recommended that Red Cross be commissioned to attend our sites to ensure that the sites possess the necessities required. Erica Rice was directed to engage the contact at Red Cross to arrange for the assessment.

Moved by Charlene Jackson, Seconded by Chris Olmstead

2015-3158 “Be it Resolved that the Council of the Township of Whitewater Region approves the annual Emergency Response Plan update.”

Carried by
Hal Johnson

3. Waterworks reserve – Country Haven

Discussion took place regarding Country Haven’s request to have funds released for sprinklers and if the sprinklers fall under the water works clause of 1990 Agreement. CAO FitzSimons was directed to draft a letter for Councillor Jackson to review reflecting the discussion had by Council to provide the funds upon execution of agreement to save the Township harmless in the event the money is required between now and when the contract lapses in June of 2015.

4. Hwy 17/417 expansion

Discussions took place centering around supporting the expansion of Highway 417 going from east to west and west to east starting in Petawawa.

RECESS at 8:10 p.m.

ALL MEMBERS present at 8:23 p.m.

Councillor Chris Olmstead requested a recorded vote:

YAY	NAY
Dave Mackay	
	Chris Olmstead
Charlene Jackson	
Hal Johnson	
Terry Millar	
Cathy Regier	
Daryl McLaughlin	

Moved by Charlene Jackson, Seconded by Daryl McLaughlin

2015-3159 “Be it resolved that the Council of the Township of Whitewater Region advocates that the focus of the expansion of Hwy 417 Remain on the continuous 4 lane expansion from east to west In a systematic, logical and cost effective manner.”

5. Rogers Cell Tower Location request

Moved by Chris Olmstead, Seconded by Charlene Jackson

2015-3160 “Be it resolved that the Council of the Township of Whitewater Region approves the revised proposal from Rogers for a 105m guyed communications tower, as per the sketch provided.”

TABLED

6. Recording or live-streaming Council and Committee meetings – discussion

Moved by Terry Millar, Seconded by Daryl McLaughlin

2015-3161 “ Be it resolved that the Council of the Township of Whitewater Region direct staff to immediately implement a system of recording meetings for public viewing on the Township Website – at a maximum cost of \$2,000.”

Carried by
Hal Johnson

7. Glass Partition – discussion

Moved by Terry Millar, Seconded by Cathy Regier

2015-3162 “Be it resolved that the Council of the Township of Whitewater Region direct staff to organize the removal of the glass partition at the front counter in the municipal office.”

Carried by
Hal Johnson

8. In-Service with staff – new Council Expectations

Information

Moved by Charlene Jackson, Seconded Chris Olmstead

2015-3163 “Be it resolved that the Council of the Township of Whitewater Region agrees to extend the meeting of Jan 21st until 10:00pm.”

9. Buy Local – Whitewater Purchase Procedure (Procurement Policy Amendment?)

Discussion took place around the need to promote local purchasing. It was directed that an SOP be prepared and returned to committee for review and discussion. It was suggested that a purchasing SOP could become an appendix to our procedural by-law.

10. Councillor announcements

Relay for Life is being held on June 20, 2015. Andrew Kenny received direction to assemble a team for which he will be the team leader.

Fire Department trivia night will be held on Saturday January 24 at 7:30 p.m. at a cost of \$10.00 and donations to the food bank would be appreciated.

Fishing Derby for the Civitan Club will be held during the Winter Carnival in Forester's Falls on February 7, 2015.

Historical Society will meet at 1:30pm at the Fire Hall in Forrester's Falls on January 24, 2015.

A fund raising dance is being held for our former rink manager Mike Etmanski in Renfrew on February 21, 2015. It would be nice to see people from our area out to show support.

The regular council meeting scheduled during March break will be moved to March 25, 2015.

13. Notice of Motions for future agendas: none

14. Closed Meeting – none scheduled

15. Confirmation By-Law 15-01-768

Moved by Daryl McLaughlin, Seconded by Chris Olmstead

2015-2164 “Be it resolved that Council for the Township of Whitewater Region approves that the following by-laws be introduced, read, dealt with, numbered, signed by the Mayor and Clerk and sealed and recorded in the By-Law Book:

1. 15-01-768 Confirmation By-Law”

Carried by
Hal Johnson

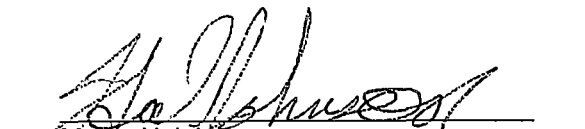
16. Adjournment

Moved by Chris Olmstead, Seconded by Daryl McLaughlin

2015-2165 “Be is Resolved that the meeting of the Council of the Township of Whitewater Region be adjourned at 9:35pm.”

Carried by
Hal Johnson


CAO/Clerk Christine FitzSimons


Mayor Hal Johnson